

**CITY OF NEWTON  
PURCHASING DEPARTMENT**

***CONTRACT FOR PUBLIC WORKS DEPARTMENT***

**PROJECT MANUAL:  
SALE OF MESSAGE BOARDS  
*INVITATION FOR BID #14-94***

**Bid Opening Date: March 20, 2014 at 10:00 a.m.**

**MARCH 2014  
Setti D. Warren, Mayor**

**CITY OF NEWTON  
PURCHASING DEPARTMENT  
CITY HALL, NEWTON CENTRE, MASSACHUSETTS 02459  
(617) 796-1220**

**INVITATION FOR BIDS #14-94**

SEALED BIDS on the original of this form shall be received at the office of the Purchasing Agent, City Hall, Newton Centre, Massachusetts, 02459 **until 10:00 a.m., Thursday, March 20, 2014** and at that time and place will be publicly opened and read.

CITY OF NEWTON

Nicholas Read  
*Chief Procurement Officer*

March 6, 2014

<b>FAXED BIDS ARE NOT ACCEPTABLE AS LEGAL BIDS BY THE CITY OF NEWTON</b>
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FOR SALE: The City of Newton has declared two (2) 2012 Ver-Mac Fully Matrix 1500 Message Boards (Message Boards) listed on the attached Bid Form #14-94 as SURPLUS to be sold to the highest bidder.

All items to be sold "AS IS" "WHERE IS", in accordance with this Invitation For Bids\*\*.

SUCCESSFUL BIDDER(S) MUST REMOVE THE MESSAGE BOARDS WITHIN SEVEN (7) DAYS OF BID ACCEPTANCE AND ALSO IMMEDIATELY REMOVE ANY AND ALL CITY MARKINGS (IF ANY) UPON RECEIPT OF TITLE and/or BILL OF SALE.

(\*\*)"The Massachusetts Used Car Lemon Law, M.G.L. c.90 7N1/4 does not apply to the sale of these vehicles.")

Bids shall be submitted on the "Bid Form #14-94" as appropriate, furnished by the City. All entries on the Bid Form shall be made by typewriter or in ink.

The Bid shall be enclosed in a sealed envelope with the following plainly marked on the outside:

- \* GENERAL BID FOR:       **#14-94**
- \* NAME OF PROJECT:       **Sale of Message Boards**

BIDDER'S NAME, BUSINESS ADDRESS, AND PHONE NUMBER

Timely delivery of a bid at the location designated shall be the full responsibility of the Bidder. In the event that Newton City Hall is closed on the date or at the time that bids are due, the date and time for receipt of bids shall be on the next business day following that the Newton City Hall and the Purchasing Department are open.

Bids shall be submitted with one original and one copy.

The City is soliciting prices for the purchase of two (2) Message Boards. It is the City's intent to award as few as one (1) or as many as two (2) contracts of sale to lowest, responsive and responsible bidder(s) for such items. Bidders may therefore submit bids for either or both Message Boards.

Notwithstanding any provision herein to the contrary, the City reserves the right, pursuant to M.G.L. c. 30B, §15(d) to reject the bid(s) of the highest responsive and responsible bidder(s) and (i) to negotiate a sale of the Message Boards so long as the negotiated sale price is higher than the bid price for that Message Board; or (ii) resolicit bids.

**CITY EMPLOYEES MUST COMPLY WITH THE PROVISIONS OF G.L. 268A WHEN BIDDING THE SURPLUS EQUIPMENT. THEY MUST ALSO FILE A DISCLOSURE WITH THE CITY CLERK'S OFFICE.**

All items offered for sale as listed without warranty, guarantee or liability of any kind on the part of the City of Newton.

Invitations For Bids are posted on-line at: [www.newtonma.gov/bids](http://www.newtonma.gov/bids)

If you have downloaded this Invitation For Bids from the internet website ([www.newtonma.gov/bids](http://www.newtonma.gov/bids)) you should email ([purchasing@newtonma.gov](mailto:purchasing@newtonma.gov)) your Name, Address, Email, Phone, Fax AND the INVITATION FOR BID NUMBER (#14-94), so that we may add you to the Bidders List and you will be notified of any/all addendums.

Bidders requiring clarification or interpretation of this Invitation For Bids shall make a written request to the *Chief Procurement Officer*, at [purchasing@newtonma.gov](mailto:purchasing@newtonma.gov) or via facsimile (617) 796-1227. The City will answer such requests if received by **Friday, March 14, 2014** at 12:00 noon.

**If you wish to receive notification of bids, please email us your company information to [purchasing@newtonma.gov](mailto:purchasing@newtonma.gov), otherwise you may view all City of Newton public bids online at [www.newtonma.gov/bids](http://www.newtonma.gov/bids).**

Photographs of the Message Boards are attached; you may make an appointment to see them by calling William Paille, Director of Transportation, at (617) 796-1491.

**The City of Newton will reject any and all bids when required to do so by the above referenced General Laws. In addition, the City of Newton reserves the right to waive any informalities in any or all bids, or to reject any or all bids in whole or in part, if it be in the public interest to do so, or to reject all bids and sell the equipment to any person that offers an amount higher than all bids received pursuant to this Invitation For Bids.**

**A bid shall not be deemed responsive unless the bidder submits, completed and duly executed, the form below, the attached  
Certification of Tax Compliance and List of Variable Message Boards Bid Form.**

**BIDDER:** \_\_\_\_\_

**COMPANY** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_

**CONTACT PERSON:** \_\_\_\_\_ **TITLE:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

**PRINT NAME:** \_\_\_\_\_

**PHONE:** \_\_\_\_\_ **FAX#:** \_\_\_\_\_ **EMAIL:** \_\_\_\_\_

## CERTIFICATION OF TAX COMPLIANCE

Pursuant to M.G.L. c.62C, §49A and requirements of the City, the undersigned acting on behalf of the Contractor certifies under the penalties of perjury that the Contractor is in compliance with all laws of the Commonwealth relating to taxes including payment of all local taxes, fees, assessments, betterments and any other local or municipal charges (unless the Contractor has a pending abatement application or has entered into a payment agreement with the entity to which such charges were owed), reporting of employees and contractors, and withholding and remitting child support.\*

\_\_\_\_\_  
\*\*Signature of Individual  
or Corporate Contractor (Mandatory)

\_\_\_\_\_  
\*\*\* Contractor's Social Security Number  
(Voluntary) or Federal Identification Number

Print Name: \_\_\_\_\_

By: \_\_\_\_\_  
Corporate Officer  
(Mandatory, if applicable)

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

\* The provision in this Certification relating to child support applies only when the Contractor is an individual.

\*\* Approval of a contract or other agreement will not be granted until the City receives a signed copy of this Certification.

\*\*\* Your social security number may be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Providers who fail to correct their non-filing or delinquency will not have a contract or other agreement issued, renewed, or extended.

**CITY OF NEWTON**  
**LIST OF VARIABLE MESSAGE BOARDS**  
**BID FORM #14-94**

<u>Description</u>	<u>Qty</u>	<u>Unit Price</u>	<u>Total Price</u>
2012 Ver-Mac Fully Matrix 1500 Message Board (Serial Number 12-03669)	1	\$_____	\$_____
2012 Ver-Mac Fully Matrix 1500 Message Board (Serial Number 12-03940)	1	\$_____	\$_____
<b>TOTAL BID</b>			\$_____

Bidders may submit bids for one or both of the above listed items and, unless the City cancels the disposition or sells to a person offering a price higher than the highest bid for an item offered above, the City will sell each item to the highest bidder for that item.

All City markings shall be removed immediately upon receipt of bill of sale. Items shall be removed off the premises immediately upon payment.

COMPANY NAME:\_\_\_\_\_

This bid includes Addendum #\_\_\_\_\_